Alabama Community College System
Application for a New Instructional Program

A. General Information:

1. Name of Institution: Shelton State Community College

2. Program Title: Logistics/Supply Chain Management Prefix: LGT

3. Date of Application Submission:

4. Proposed Program Implementation Date:

5. Degree Requested: AAS CER: X STC CIP Code 52.0203

6. Marketing Name: Logistics/Supply Chain Management

7. Options (if any): N/A

8. Location: Campus X Instructional Site
    Off-Campus Site Clinical/Industrial Site
    Agencies

9. Interactive Distance Learning Delivery:

Substantial	Yes	%	Partial	Yes	%	No
				X	34%	

B. Institutional Contact:

Dr. Joye Jones Telephone 205-391-2283 Fax N/A E-mail jjones1@sheltonstate.edu

C.   Program Objectives and Content

1.   List objectives of the program as precisely as possible. The objectives should address specific needs the program will meet (institutional, societal, and employability) contiguous with expected learning outcomes and achievements. This is an extremely important part of the proposal. **Objectives must lend themselves to subsequent review and assessment of program accomplishments**.

The primary objective of the Associate in Applied Science degree program in Logistics/Supply Chain Management is to provide learning experiences that enable graduates to obtain the knowledge, skills and abilities necessary for gainful employment and/or entrepreneurial pursuits in the field of Logistics/Supply Chain Management. To this end, the program will accomplish the following:

- **Offer the Short Certificate, Certificate and Associate in Applied Science degree in Logistics/Supply Chain Management.**

- **Provide a student learning experience that includes both theoretical knowledge and practical experience in all of the following areas:**
  a) **The procurement of capital, supply and services**
  b) **Basic and advanced warehouse/distribution center operation/management**
  c) **Automated logistics systems**
  d) **Warehouse health & safety requirements**
  e) **Material handling equipment operation**
  f) **Workplace essential skills**
  g) **Professional certifications**
  h) **Introduction to Logistics/Supply Chain Management professional organizations**
  i) **Data/Value analysis**
  j) **Vendor relationship management**
  k) **Transportation**
  l) **Logistics/Supply chain strategic planning**
  m) **Budgeting**
  n) **Inventory control**
  o) **Receiving and Distribution**
  p) **Quality Management**

- **Provide opportunities within the program for students to obtain "Ready to Work" certification.**

- **Provide instruction in business development and encourage students to pursue entrepreneurial opportunities.**

- **Revise the program as necessary based upon input from the advisory committee to assure continued program relevance.**

- **Establish multiple career pathways for students that will provide relevance and employment security in today's workforce.**

2.   How will this program be related to other programs at your institution?

This program will complement the existing short-term certificate program in Logistics (52.0203). In addition, this program will complement an existing secondary Logistics program being offered to local high school juniors and seniors. We are actively collaborating with the leadership of this secondary program in regards to the potential for dual enrollment/articulation opportunities.

3.   Identify any existing program, option, concentration, or track that this program will replace.

The requested program will not replace an existing program, option, concentration, or track.

4.   Is it likely that this program will reduce enrollments in other programs at your institution? If so, please explain.

It is not expected that this program will reduce enrollments in other programs. By providing additional options for students, it should increase enrollments.

5.   List new courses that will be added to your curriculum specifically for this program. Indicate course number, title, and credit hour value for each course.

Course #	Title	Credit Hour
LGT 296	**Directed Studies in Logistics**	**1-3**
LGT 117	**Survey of Automated Logistics Systems**	**3**
LGT 101	**Transportation & Distribution Logistics**	**3**
LGT 271	**Supply Chain Analytics**	**3**
LGT 210	**Quality Improvement in Supply Chain Management**	**3**

6.   Program Completion Requirements:

- Credit hours required in major (skills emphasis);
- Credit hours in institutional general education or core curriculum;
- Credit hours in required or free electives;
- Credit hours for each option, concentration, specialization, track; and
- Total credit hours required for completion.

Logistics/Supply Chain Management Short Certificate	Credit Hours
General Education Requirements	0
Technical Core	21
Total Certificate	**21**

Logistics/Supply Chain Management Certificate	Credit Hours
General Education Requirements	12
Technical Core	31
Total Certificate	**43**

Associate in Applied Science in Logistics/Supply Chain Management	Credit Hours
General Education Requirements	21
Technical Core	40
Total Degree	**61**

Describe any additional requirements such as a comprehensive examination, practicum or internship, some of which may carry credit hours included in the list above.

As part of LGT 233 (Co-op in Warehouse Logistics), students will be required to successfully complete a 225 contact hour co-operative education experience in a selected logistics industry sector. The student co-op experience will be administered in conjunction with local industry partners.

Attach the Associate Degree and/or Certificate curricula by semester to this proposal as **APPENDIX A**.

Logistics/Supply Chain Management Degree and Certificate curricula attached to this document as APPENDIX A.

6. If there is a recognized specialized accreditation agency for this program, please identify the agency and explain why you do or do not plan to seek accreditation. Indicate if graduation from an accredited program is a requirement to sit for a required licensure exam.

   No formal accreditation required.

7. If passage of a licensure examination is required for employment in the proposed field, identify the examination and the administering body. Also, if a licensure examination is required, an objective relating to passage rates should be developed by the institution.

   No formal licensure required for employment in the proposed field of study.

9. Identify specific Alabama senior institutions which will articulate the transfer of skills-emphasis credits for this program.

   While not intended as a transfer program, many of the general education and some of the Areas I, II, III and IV classes may transfer to Alabama senior institutions.

D. Program Admissions Requirements, Enrollment Projections and Completion Projections

1. Describe briefly the criteria and screening process that will be used to select students for the program.

   This program will accept students who are eligible for regular college admission on a first-come, first-served basis.

2. Describe the methodology for determining enrollment projections. If a survey of student interest was conducted, attach a copy of the survey instrument with a **summary** of results (how many, to

whom, response rate) as **APPENDIX B**. Do not submit copies of the individual survey responses.

The Shelton State Community College Technical Division collaborated with leadership personnel from two local automotive logistics suppliers to create and field the current Logistics Short Term Certificate (STC) Program. Current employees of the two suppliers are actively encouraged to participate in the program of study and a number of the current students receive some type of financial aid and/or assistance from the respective suppliers towards completion of the Program. The suppliers have voiced a strong commitment to support the expansion of the STC Program to the Associate in Applied Science degree level and a significant number of the students currently enrolled in the STC Program have voiced a desire to advance to the AAS degree level.

The results of a formal student interest survey (current STC students) and the results of a local industry representative survey are attached to this document as APPENDIX B.

3. Provide a realistic estimate of the costs of the program.

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM					
	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
FACULTY	$12,600	$12,600	$12,600	$12,600	$12,600	$63,000
LIBRARY	$0	$0	$0	$0	$0	$0
FACILITIES	$0	$0	$0	$0	$0	$0
EQUIPMENT	$0	$0	$0	$0	$0	$0
STAFF	$0	$0	$0	$0	$0	$0
OTHER	$0	$0	$0	$0	$0	$0
TOTAL	$12,600	$12,600	$12,600	$12,600	$12,600	$63,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT					
	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
INTERNAL REALLOCATIONS	$0	$0	$0	$0	$0	$0
EXTRAMURAL*	$0	$0	$0	$0	$0	$0
TUITION	$53,600	$53,600	$53,600	$53,600	$53,600	$268,000
TOTAL	$53,600	$53,600	$53,600	$53,600	$53,600	$268,000

*Extramural funds from _____

	Year 1	Year 2	Year 3	Year 4	Year 5	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	15.4	17.2	19	20.8	16.08
NEW ENROLLMENT HEADCOUNT	8	9	10	11	12	10
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	6.4	7.2	8	8.8	7.6

1.   Will the program satisfy a clearly documented need?

Institutional – Shelton State Community College serves its diverse communities by offering quality academic education, workforce development, and adult education opportunities that are accessible and affordable and that foster lifelong learning and global awareness.

Societal – The College plays an important societal role in the community that it serves by providing opportunities for cultural enrichment. One of the greatest things the college can do is to help provide economic and workforce development opportunities that help to provide jobs and opportunities that allow the area's brightest and best to stay in this area. Since the logistics industry maintains such a large presence in the local area to support local manufacturing, this program will make a direct contribution to society by providing a pipeline of graduates with the requisite knowledge, skills and abilities vital to a successful career in this field.

Employability – This program will provide opportunities for employment with multiple local logistics providers in areas such as warehousing, inventory and transportation. In addition, it will provide students with opportunities for entrepreneurial pursuits and will guide them in the process of opening their own logistics service organization.

A recent excerpt from a Center for Supply Chain Technology Education email states the following: "According to the latest information we have from the U.S. Bureau of Labor Statistics, jobs in supply chain are estimated to grow by 28 percent between 2010 and 2020, an average growth rate that is nearly twice as fast as 14 percent of all occupations. This augments the industry study we did in 2013 which is on our website."

A search of Indeed.com, a popular employment website, conducted on October 1, 2015 revealed 198 jobs within a 50 mile radius of Tuscaloosa, Alabama matching the keyword search "Logistics" and 67 jobs matching the keyword search "Supply Chain Management". Jobs included a Logistics Coordinator, Supply Chain Leader, Material Planner, Data Entry Warehouse Clerk, Warehouse Technician, Supply Chain Manager and Spec-Supply.

2.   If the program duplicates or closely resembles another program already offered in the state, can this duplication be justified?

      This program does not duplicate any existing programs. We are aware of other two year institutions, far outside of our service area, that are working on establishing similar programs, and we are committed to collaborating with them to achieve this shared goal. If the other programs are established, the programs will pull from a different student pool and from a different community.

      This program does not duplicate, but complements an existing secondary Logistics program being offered to local high school juniors and seniors. We are actively collaborating with the leadership of this secondary program in regards to the potential for dual enrollment/articulation opportunities.

3.   What characteristics of the identified need require that it be met by a new program rather than an existing program? (Note: In explaining how the proposed program meets this criterion, an institution may refer to the criterion on collaboration and develop a response that addresses both criteria simultaneously). For purpose of this criterion, duplication is defined as the same or similar six-digit CIP Code and award level in the Master Academic Inventory. Institutions should consult with Department of Postsecondary Education staff during the ISPA phase of application development to determine what existing programs are considered duplicative of the proposed program.

      It is not conceivable that an existing Shelton State Community College program could be modified to integrate the new program. The selection of CIP Code 52.0203 is important, because it indicates an emphasis on Logistics/Supply Chain Management. Rather than simply adding general education hours to the existing short certificate to develop a degree, the college, along with business and industry, has determined that a need exists to provide additional core technical education. This additional education is necessary in order to adequately prepare graduates to enter the workforce at the required level of technical proficiency.

4.   Based on your research on the employment market for graduates of this program, indicate the total projected job openings (including both growth and replacement demands) in your State Board of Education approved service area as well as the state at large. These job openings should represent positions that require graduates from a program such as the one proposed.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
College Service Area	37	37	37	37	37	185
State	396	396	396	396	396	1980

   * Source: Alabama Occupational Projections 2012-2022, including Region 3 data for service area. NAICS 48-49.

5.   Give a brief description of the methodology used to determine the projected job openings (such variables as (a) assurance of adequate employer surveys, (b) business/industry markets, and (c) response rate. Cite all relevant sources. Whenever possible, Alabama Department of Industrial

Relations employment data/projections should be utilized. If a survey of employment needs was used attach a copy of the survey instrument with a **summary** of results as **APPENDIX C**. **Do not submit copies of the individual survey responses.**

A search of the National Center for Supply Chain Technology Education website revealed an article entitled "The Importance of supply chain Technician Certifications to Technicians" by Sara Pearson Specter. Ms. Specter states, "According to the latest information we have from the U.S. Bureau of Labor Statistics, jobs in supply chain are estimated to grow by 28 percent between 2010 and 2020, an average growth rate that is nearly twice as fast as 14 percent of all occupations. This augments the industry study we did in 2013 which is on our website."

6. If the program is primarily intended to meet needs other than employment needs, present a brief rationale.

    N/A

7. If similar programs are available at other institutions in the state, will any type of program collaboration be utilized? Why or why not? What specific efforts have been made to collaborate with institutions to meet the need for this program? Address qualitative, cost, and access considerations of any collaboration that were considered.

    As mentioned above, we are aware of other two year institutions, far outside of our service area, that are working on establishing similar programs; we are committed to collaborating with them to achieve this shared goal.

8. Will any type of distance education technology be utilized in the delivery of the program on your main campus or to remote sites? If not, why?

    Some of the academic course requirements of the program can be taken through online course delivery methods

9. Address the quality, access and cost considerations of using distance technology in the program.

    Regardless of the course delivery method, the quality of teaching and learning in the online environment at Shelton State is equivalent to traditional classroom courses taught on campus. Students enrolled in distance learning courses achieve the same learning goals, objectives, and competencies as described in the Alabama Community College System's course directory.

    There are no additional tuition costs associated with enrollment in online classes at Shelton State. Students can access the College's online course delivery system anywhere an internet connection is available.

F. Program Resource Requirements

1. Number of currently employed faculty who teach in the program:

    Full-time_____1_____Part-time_____

Attach a synopsis of the qualifications (degrees, experience, etc.) of each existing faculty member to this proposal as **APPENDIX D**. Do not attach entire curriculum vitae. This should be no more than one paragraph per faculty.

2. Number of additional faculty who will be employed to teach in the program during the first five years:

   Full-time   Part-time   1

3. If the qualifications of new faculty to be hired differ from requirements stated in Postsecondary Faculty Credentials, indicate such.

   Faculty qualifications will adhere to those stated in Alabama Community College System Faculty Credentials.

4. Briefly describe available and additional support staff who will be provided for the program.

   No additional support staff will be needed.

5. Describe any special equipment that is necessary for this program, indicating what is currently available, what will be added, and the cost of additional equipment.

   No special equipment is required for the program of study.

6. Describe facilities for the program, indicating what is currently available and any necessary renovations or additional facilities that would be added. Provide a cost estimate for any renovation or additions. If clinical sites are required, provide signed agreements between the institution and the host facility. At a minimum, the total number of slots should equal the projected number of students cited above.

   The Logistics/Supply Chain Management AAS degree program will be housed on the Martin Campus of Shelton State Community College. The Martin Campus is located at 9500 Old Greensboro Road, Tuscaloosa, Alabama 35405 and includes all necessary resources to deliver the theoretical portion of the program. As part of the student co-op/ work-based learning module of the program, students will be required to travel to local logistics facilities to gain real world experience/competence in the field of study.

7. Provide an indication of the current status of the library collections supporting the proposed program. Describe how any deficiencies will be remedied, including the cost of such remedies.

   Shelton State Community College library provides a wide range of resources that can be accessed on or off campus. The *Alabama Virtual Library* provides students and faculty with access to numerous databases from which they can access thousands of full-text journal articles specific to technology. Library staff is available to assist students as needed.

G. Costs and Financial Support of the Program

1. This should only include the **additional** costs that will be incurred, not current costs. All sources and amounts of funds for program support should be indicated.

The only additional costs for adding this new program is the salary for an adjunct instructor. It is estimated that this cost over a five-year period will be approximately $63,000.

Additional support funds will be provided through the increase in tuition dollars received. This new program includes an additional 34 credit hours resulting in an increase in revenue of $268,000 in tuition over a five-year period.

APPENDIX A

	Course #	Course Name	Sem. Hours
Semester 1	ORI 101	Orientation To College*	1
	LGT 106	Workplace Essentials *(Alabama Career Readiness Certificate)*	3
	LGT 108	Introduction to Logistics	3
	LGT 110	Warehouse Operations I	3
	CIS 146	Microcomputer Applications*	3
	LGT 296	Directed Studies in Logistics *	3
		SEMESTER HOURS:	**16**
Semester 2	LGT 111	Warehouse Operations II	3
	LGT 114	Supply Chain Fundamentals	3
	LGT 115	Purchasing in Logistics	3
	LGT 117	Survey of Automated Logistics Systems	3
	ENG 101	English Composition I*	3
		SEMESTER HOURS:	**15**
		Eligible for Short Term Certificate (STC) – Logistics/Supply Chain Management *Students selecting the STC track only are not required to take these courses.*	**31 Hours (21 Hours-STC)**
Semester 3	MTH 100	MTH 100 or numerically higher	3
	PSY 276	Human Relations**	3
	SPH 107	Fundamentals of Public Speaking	3
	LGT 233	Co-op in Warehouse Logistics (selected concentration : Manufacturing/Production, Healthcare, Transportation/Movement)	3
	Area II	Humanities & Fine Arts Elective**	3
		SEMESTER HOURS:	**15**
		Eligible for Certificate – Logistics/Supply Chain Management **Students selecting the Certificate track only are not required to take these courses.*	**46 Hours (43 Hours-Certificate)**
Semester 4	LGT 101	Transportation & Distribution Logistics	3
	LGT 271	Supply Chain Analytics	3
	LGT 210	Quality Improvement in Supply Chain Management	3
	BUS 186	Elements of Supervision	3
	Area III	Natural Science or Mathematics Elective	3
		SEMESTER HOURS:	**15**
		Eligible for AAS in Logistics/Supply Chain Management * Students selecting the AAS track must register for LGT 296 as a three (3) semester hour directed study.	
		Total Hours Required for Degree	**61 Hours**

Survey Results

Student Interest Survey (Current STC Students):

Very Interested _____

Somewhat Interested _____

Possible Interest _____

Low Interest _____

No Interest _____

Local Industry Survey: